

Tri-County Board of Recovery & Mental Health Services
Board of Directors' Meeting
Minutes

June 30, 2021

BOARD MEMBERS PRESENT

Lou Ann Albers
Rod Austin
Marty Hobart
Terrence Holman
Terrie Hottle
Pat Jacomet
George Lovett
Mandy Martin
Cassandra Pohl
Marcy Youtz

BOARD STAFF PRESENT

Beth Adkins
Terri Becker
Steve McEldowney
Brad Reed

GUESTS PRESENT

Thom Grim, TCN
Peggy Follrod, Recovery & Wellness Centers
of Midwest Ohio

BOARD MEMBERS EXCUSED

Dennis Butts
Jerry Herbe
Ann Runner
Jason Wagner

BOARD MEMBERS ABSENT

The Tri-County Board of Recovery and Mental Health Services met at the Board office in Troy and virtually on Wednesday, June 30, 2021. Chair George Lovett called the meeting to order at 6:46 p.m.

Board staff member Brad Reed took roll call. Five Board members were physically present; five members attended virtually through the Zoom online meeting platform; four members were unable to attend. Four Board staff attended in person; guests connected to the Zoom meeting.

Terri Becker introduced Rod Austin. Rod has been appointed by Shelby County Commissioners to a term beginning May 20 2021 and ending April 4 2024. Rod was previously a Board member from April 2012 to April 2020, and is a previous Board chairman.

Marty Hobart was reappointed by the Miami County Commissioners to a term ending June 30, 2025. It is his second consecutive term.

Board Chair George Lovett administered the Oath of Office to Rod and Marty.

APPOINTMENT OF SECRETARY

Marcy Youtz agreed to be appointed secretary to attest to the Board meeting minutes for tonight's meeting.

APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETINGS

The Board reviewed the agenda for the evening. Terry Holman moved to approve the agenda as presented, seconded by Rod Austin. Motion carried on voice vote.

The Board reviewed the minutes of the May Board of Directors' meeting. Cassie Pohl moved to approve the minutes of the May 19 2021 Board of Directors' meeting as presented, seconded by Terry Holman. Motion carried on voice vote.

BOARD GOVERNANCE – Terri Becker

Terri Becker informed the Board that with the recent actions making Juneteenth a federal holiday, the Board's Policy #406 Holidays, need to be reviewed. She shared a resolution passed by the Miami County Commissioners related to the observance of the holiday in 2021 on Friday July 2, and said that the Commissioners had asked county-adjacent offices to close in observance if they are able.

After discussion, it was moved by Terrie Hottle to add Juneteenth as an observed holiday according to Board Policy #406 Holidays, to retain the additional floating holiday to be determined by staff, seconded by Lou Ann Albers. Motion carried on voice vote.

It was moved by Cassie Pohl to close the Board office Friday July 2 2021 in observance of the Juneteenth holiday for 2021 only, seconded by Terrie Hottle. Motion carried on voice vote.

OLD BUSINESS/COMMITTEE REPORTS

FINANCE COMMITTEE – Terry Holman

Minutes of the May Finance Committee meeting were included in the Board packet for approval. Terry Holman moved to approve the minutes of the May 19 2021 Finance Committee meeting as presented, seconded by Pat Jacomet. Motion carried on voice vote.

Financial Statements for May 2021 were included in the Board packet for review. Statements are cumulative and through May are 92% of the way through the fiscal year on a cash basis. FY21 revenue is at 91.3% and expenditures are at 48.2%. Terry Holman moved to approve the May 2021 Financial Statements as presented, seconded by Marcy Youtz. Motion carried on voice vote.

Terry Holman reported that the Board's CY2020 audit was approved by the State Auditor's office and was released on June 24. It is clean audit with only a management comment. The audit summary was emailed to Board members prior to the Board meeting. The full audit has been posted on the Auditor of State's website and will be posted on the Board's website. A hard copy is available as well if anyone would like a full copy. Steve McEldowney and Terri Becker thanked Board staff for their hard work in helping complete the audit. Terry Holman moved to approve the Board's calendar year 2020 audit as presented, seconded by Marty Hobart. Motion carried on voice vote.

Terri Becker provided an update on the Administration and Training Center Building Project. She said the Board received good bids for the June 15 bid opening. Low bidder was Brumbaugh Construction from Arcanum with a bid of \$3,967,000, plus Alternate for 1 year sod maintenance for \$7,000 for a total of \$3,974,000. The project architect Freytag and Associates interviewed the low bidder, and Carter and Cline, the owner's representative for the project, also reviewed the bid. Based on favorable reviews, Freytag and Associates recommends the Board accept the low bid from Brumbaugh Construction. Terry Holman moved to approve the base bid and Alternate 1 for a total of \$3,974,000 from Brumbaugh Construction Inc. as recommended by Freytag and Associates for construction of the Board's Administration and Training Center, and to authorize the Executive Director to enter into any agreements or contracts or take other necessary actions for the construction of the building, including approving contingencies not to exceed 10% of the base bid, seconded by Marty Hobart. Motion carried on voice vote. Board members expressed gratitude, joy and excitement at reaching this point in the project.

In a related matter, Terri Becker presented a recommendation to secure the services of a firm to provide construction-related testing for the Administration and Training Center project. An estimate was sent to Board members prior to the meeting. The cost estimate is \$8,800 but staff would like for the Board

approve an amount not to exceed \$12,000 so that construction won't have to stop until the Board can approve additional funds if additional testing is needed. If additional work beyond the \$12,000 is needed, an amendment will be brought back to the Board for consideration. Terry Holman moved to approve the CTL proposal with a not to exceed amount of \$12,000 and authorize the Executive Director to execute the agreement, seconded by Rod Austin. Pat Jacomet asked to abstain because CTL is a member of Ohio Aggregates and Industrial Minerals Association, of which he is executive director. Motion carried on voice vote with Pat Jacomet abstaining.

Board staff reported there are no changes to the Board Allocation Manual for Fiscal Year 2022.

Board members received the four-year budget packet that is presented to the county Budget Commission each year to document ongoing need for levy funds and to appropriate funds into County line items for the coming year. The packet includes four years of data: actual for 2019 and 2020, and estimated for 2021 and 2022. Counties operate on a calendar year, so the July-June Fiscal Year budget is converted to Calendar Year budgets for the Budget Commission. The Budget Commission also presents an opportunity to show how revenues and expenses break out across the three counties. The Budget Commission consists of the Auditor, Prosecutor and Treasurer from Miami, Darke and Shelby Counties. A public hearing was held June 16 for the public for comments and questions about the budget. The packet will be submitted once approved by the Board followed by a Budget Commission hearing in August for review of the budget and approval of levy rates. Terry Holman moved to approve the Calendar Year 2022 Revenue and Expense budgets as presented, seconded by Pat Jacomet. Motion carried on voice vote.

Terry Holman agreed to serve as Finance Committee Chair for FY2022, and the committee will establish a rotation based on the Fiscal Year.

The next Finance Committee meeting will be July 21 2021 at 6:00 PM.

PLANNING COMMITTEE – No Report

The next Planning Committee meeting date is to be determined. Staff will let committee members know when a new date is set.

COMMUNITY RELATIONS COMMITTEE – No Report

The next Community Relations Committee meeting will be Monday, July 12 2021 at 6:00PM Board staff will let members know whether the meeting will be in person, online or blended.

NOMINATING COMMITTEE – Rod Austin

Rod Austin gave the Second Reading of the Slate of Officers for FY2022. Nominated to serve as Chair is George Lovett. Nominated to serve as Vice Chair is Cassie Pohl. Rod moved to accept the slate of officers for FY2022 as presented, seconded by Terry Homan. Motion carried on voice vote.

EXECUTIVE DIRECTOR'S REPORT – Terri Becker

Terri Becker thanked Rod Austin for agreeing to rejoin the Board, and also Marty Hobart and Ann Runner for agreeing to second terms. She said former Shelby County Board member Velina Bogart has been reappointed beginning July 1.

She said the Biennial Budget bill has passed, and Boards are waiting to see what line items the Governor will veto. Some language was included that would affect new Boards, but it would not affect

already established Boards. The Board Association has requested the Governor veto language that would affect representation on the Boards. Other language in the Budget Bill would allow counties to form Overdose Fatality Review Boards with ADAMHS Board Executive Directors and Health Commissioners as mandated members. Language that would have extended the authority of Boards to meet remotely was removed from the Budget Bill, and expires at midnight June 30. Terri is requesting a legal opinion as to whether committees may continue to meet remotely.

Terri reported that the Board recently completed its 18th CIT Academy in 16 years.

She noted that Board Members should have received electronic copies of the Board's FY2020 Annual Report to the Community. She noted that Brad Reed, Director of Community Resource Development, has designed a new format that is friendlier to read and provides a clearer view of the Board's value to the community.

She noted that today is the last day of the Fiscal Year and wished everyone a Happy Fiscal New Year!

NEW BUSINESS

No new business was brought before the Board.

ADJOURNMENT

There being no further business, George Lovett declared the meeting adjourned.

The next regular Board of Directors' meeting will be Wednesday July 21 2021 at 6:45 p.m. at the Board office.

George Lovett, Chairperson

Marcy Youtz, Secretary

Brad Reed